



Gregory J. Nickels, Mayor  
**Department of Planning and Development**  
D. M. Sugimura, Director

## SHORT SUBDIVISION – REVIEW CHECK LIST AND DECISION

**Application Number:** 2403239

**Applicant Name:** David Foster for Shelter Real Estate Development, LLC.

**Address of Proposal:** 1523 East Jefferson Street

## **SUMMARY OF PROPOSED ACTION**

Master Use Permit to subdivide one parcel of into four (4) unit lots. This subdivision of property is only for the purpose of allowing sale or lease of the unit lots. Development standards will be applied to the original parcel and not to each of the new unit lots. The construction of single family ground related residential structures was reviewed and approved under Project # 2305530.

The following approval is required:

**Short Subdivision** - to subdivide one existing parcel into four (4) unit lots.  
(Chapter 23.24, Seattle Municipal Code).

**SEPA DETERMINATION:**    [X] Exempt   [ ] DNS   [ ] MDNS   [ ] EIS

[ ] DNS with conditions

[ ] DNS involving non-exempt grading or demolition or  
involving another agency with jurisdiction

## BACKGROUND DATA

## Site & Area Description

The subject site is a corner lot located on the southwest corner of East Jefferson Street and 16<sup>th</sup> Avenue East, just east of Seattle University's Campus in the Squire Park neighborhood. The existing development site is currently undergoing construction activity to provide four residential units on a land area comprising approximately 6, 800 square feet, located in a Single Family 5000 (SF 5000) zone. Typically SF 5000 zones allow one residential unit at a development site comprising a standardized lot area of 5,000 square feet with several exceptions found within SMC 23.44.010. The development site was approved to exceed the number of residential units under a pilot demonstration program



administered and approved by the Director of the Department of Planning Development. The four proposed units were approved under project number 2108276. This project was selected by the Demonstration Program for Innovative Housing Design administered by the City of Seattle Department of Planning and Development. This program is intended to allow a limited number of projects to use alternative development standards and processes in an effort to encourage and test innovative housing designs. This particular proposal for Type "A" Cottage housing was chosen by the selection committee based on a set of criteria established by the Demonstration Program (SMC 23.40.050). The criteria include evidence of community support, affordability, quality design, neighborhood integration and supportive of the City's Housing Framework, the Mayor's Housing Action Agenda and the City's Comprehensive Plan.

The site is nearly rectangular in shape, fronting along East Jefferson Street to the north (68 feet) and 16<sup>th</sup> Avenue East (100 feet) adjacent to its east property boundary line. The subject site has a modest slope of approximately of four feet, sloping downwards from its southeast corner to its northwest corner. The site is currently under development with the construction (permit #739172) of four single family residential structures.

The subject site is located in the Squire Park neighborhood. Zoning in the surrounding area is predominately Single Family 5000 including the subject site. Existing development to the south, east and west is a mix of single and multi-family residential structures. Swedish Hospital's Providence Campus is located to the northeast of the site, across East Jefferson Street. A small spur immediately adjacent the site to the east (comprising one lot) and extending upwards to the northeast, across East Jefferson Street, is the higher residential density Multifamily Lowrise Three (L3) zone with a minimum density limit of one unit per 800 square feet of lot area. Within the SF 5000 zone a number of uses can be found from surface parking lots, retail uses, to the more traditional one and two-story single family structures typical of older homes found in SF 5000 zones in Seattle. Seattle University is located to the west. East Jefferson is a primary arterial servicing this neighborhood.

### Proposal

The subject property is currently under development with the construction of four (4) single family structures (under related permit number 739172). The four single family structures (cottage housing development) were approved under a pilot demonstration program (project number 2108276) to increase residential density in single family zones through the Design Review process. This unit lot subdivision would create four (4) separate unit lots for each of the dwelling units on the one parent lot (or development site). Vehicular access will be provided through 16<sup>th</sup> Avenue East along the lots east property boundary line near its' southeast corner. Parking for each unit will be provided on site with one garage located within unit #4 and three surface parking stalls located on the lot's rear southwest corner.

### Public Comment:

Date of Notice of Application:	May 20, 2004
Date End of Comment Period:	June 02, 2004
# Letters	1
Issues:	The comment letter directed objecting to the subdivision section in the Seattle Municipal Code citing a number of sections they felt that the code did not apply. Additional attention focused on perceived problems with the related Design Review Master Use Permit

Process (project #2108276). Any problems associated with the approved related design review project may inform this decision but will not be a basis of approval.

### **PLAN REVIEW – SHORT SUBDIVISION**

#### **SMC 23.24.020 Content of application.**

Applications for approval of a short subdivision shall include the following:

- A. ☒ Plat of the proposed short subdivision containing standard survey data;
- B. ☒ Vicinity map on which shall be indicated the property to be subdivided;
- C. ☒ Plot plan, as appropriate, showing the location and dimensions of existing buildings in relation to the proposed short subdivision;
- D. ☒ Legal descriptions of the property to be subdivided and of all proposed lots or divisions;
- E. ☒ Name and address of owner(s) of the tract;
- F. ☒ Location of existing roadways, sanitary sewer, storm drain and water main, if any, together with proposed street improvements; and
- G. ☒ Specific location and description of all trees at least six (6) inches in diameter measured four and one-half (4 ½) feet above the ground, with species indicated.

#### **SMC 23.24.030 Content of short subdivision.**

- A. Every short plat of a short subdivision filed for record must contain:
  - 1. ☒ A certificate giving a full correct description of the lands divided as they appear on the short plat, including a statement that the short subdivision has been made with the free consent and in accordance with the desires of the owner or owners.
  - 2. ☐ If the short plat includes a dedication, the certificate or a separate written instrument of dedication shall contain the dedication of all streets and other areas to the public, an individual or individuals, religious society or societies or to any corporation, public or private, as shown on the short plat and a waiver of all claims for damages against any governmental authority which may be occasioned to the adjacent land by the established construction, drainage and maintenance of the road.
  - 3. ☐ Roads not dedicated to the public must be clearly marked on the face of the short plat.

4. ☐ All short plats containing a proposed dedication must be accompanied by a title report confirming that the title of the lands as described and shown on the short plat is in the name of the owner signing the certificate or instrument of dedication.
- B. ☐ The certificate and instrument of dedication shall be signed and acknowledged before a notary public by all parties having any ownership interest in the land subdivided and shall be recorded as part of the final plat. Any dedication, donation, or grant as shown on the face of the short plat shall be considered to all intents and purposes as a quitclaim deed to the donee or donees, grantee or grantees for his, her or their use for the purpose intended by the donors or grantors.

**SMC [23.24.035](#) Access.**

- A. ☒ Every short plat shall include adequate provision for dedication of drainage ways, streets, alleys, easements, slope rights, parks and other public open spaces for general purposes as may be required to protect the public health, safety and welfare.
- B. ☐ Protective improvements and easements to maintain the improvements shall be dedicated at the discretion of the City.
- C. ☐ Convenient pedestrian and vehicular access to every lot by way of a dedicated street or permanent appurtenant easement shall be required.
- D. ☐ Access to new lots shall be from a dedicated street, unless the Director determines that the following conditions exist, and permits access by a permanent private easement:
1. ☐ Access by easement would not compromise the goals of the Land Use Code to provide for adequate light, air and usable open space between structures; and
  2. ☐ The dedication and improvement of a street is not necessary or desirable to facilitate adequate water supply for domestic water purposes or for fire protection, or to facilitate adequate storm drainage; and
  3. ☐ The dedication and improvement of a street is not necessary or desirable in order to provide on-street parking for overflow conditions; and
  4. ☐ No potential safety hazards would result from multiple access points between existing and future developments onto a roadway without curbs and with limited sight lines; and

5. ☐ There is identifiable access for the public and for emergency vehicles; and
6. ☐ There is no potential for extending the street system.
- E. ☒ Dedicated streets and alleys shall meet the requirements of Chapter [23.53](#) and the Street Improvement Manual. Easements shall meet the requirements of Section [23.53.025](#).

**CRITERIA REVIEW – SHORT SUBDIVISION**

- A. The Director shall, after conferring with appropriate officials, use the following criteria to determine whether to grant, condition or deny a short plat.
1. Conformance to the applicable Land Use Code provisions (including street improvement requirements);
- ☐ Zoning review approved.
- ☐ Development standards of underlying zone (including Overlays).
- ☐ Chapter [23.53](#) Streets and Alleys
- ☐ Chapter [23.54](#) Parking and Access
- ☒ Zoning review approved with conditions or corrections.
2. Adequacy of access for vehicles, utilities and fire protection, as provided in Section [23.53.005](#);
- ☒ Fire Marshal's Office approved.
- ☐ Fire Marshal's Office approved with conditions.
- ☐ Seattle City Light review approved.
- ☒ Seattle City Light requires easement.
3. Adequacy of drainage, water supply, and sanitary sewage disposal;
- ☒ Drainage review approved.
- ☐ Drainage review approved with conditions.
- ☒ Seattle Public Utilities Water Availability Certificate (WAC) approved.
- ☐ Seattle Public Utilities requirements for WAC approval.  
Record easements allowing water service lines from 36<sup>th</sup> Avenue South to Unit Lots D, E, and F

4. Whether the public use and interests are served by permitting the proposed division of land;
- ☐ Department of Parks and Recreation approved.
  - ☐ Department of Parks and Recreation approved with conditions.
  - ☐ Department of Neighborhoods (landmark sites or Districts) approved.
  - ☐ Department of Neighborhoods (landmark sites or Districts) approved with conditions.
  - ☒ Building Plans Examiner review and approval.
  - ☐ Building Plans Examiner approval with conditions.
  - ☒ The proposal meets all applicable criteria for approval of a short plat as discussed in the analysis and decision, therefore meets this criterion.
5. Conformance to the applicable provisions of SMC Section [25.09.240](#) , short subdivision and subdivisions in environmentally critical areas;
- ☒ Site not located in a riparian corridor buffer, wetland, wetland buffer or steep slope.
  - ☐ Site exempt from ECA Ordinance (SMC [25.09.040](#))
6. Is designed to maximize the retention of existing trees;
- ☒ Site does not contain trees at least 6-inches in diameter measured 4-½ feet above the ground.
  - ☒ Site does not contain Exceptional Trees as defined in Director's Rule [6-2001](#).
  - ☒ The short subdivision meets the applicable provisions of SMC [25.11](#).
  - ☐ A tree preservation plan is required.

**SMC [23.24.045](#) Unit lot subdivision.**

- A. ☒ Applies exclusively to townhouses, cottage housing developments, residential cluster developments, and single family residences in zones where such uses are permitted.
- B. ☒ Sites developed or proposed to be developed with dwelling units in subsection A above, may be subdivided into individual unit lots. The development as a whole shall meet development standards applicable at the time the permit application is vested. As a result of the subdivision, development on individual unit lots may be nonconforming as to some or all of the development standards based on analysis of the individual unit lot, except that any private, usable open space for each dwelling unit shall be provided on the same lot as the dwelling unit it serves.

- C. ☒ Subsequent platting actions, additions or modifications to the structure(s) may not create or increase any nonconformity of the parent lot.
- D. ☒ Access easements and joint use and maintenance agreements shall be executed for use of common garage or parking areas, common open space (such as common courtyard open space for cottage housing), and other similar features, as recorded with the Director of the King County Department of Records and Elections.
- E. ☒ Within the parent lot, required parking for a dwelling unit may be provided on a different unit lot than the lot with the dwelling unit, as long as the right to use that parking is formalized by an easement on the plat, as recorded with the Director of the King County Department of Records and Elections.
- F. ☒ The fact that the unit lot is not a separate buildable lot, and that additional development of the individual unit lots may be limited as a result of the application of development standards to the parent lot shall be noted on the plat, as recorded with the Director of the King County Department of Records and Elections.

**SMC 23.24.060 Redivision procedure.**

- ☒ Within a five (5) year period following the filing of a short subdivision in accordance with the provisions of Chapter [23.22](#), property within that short subdivision may not be further divided through the short subdivision process if it would result in more than a total of six (6) lots. However, any revision of the lot lines of an approved short subdivision in which the total number of lots is not increased shall not be considered a further division, and shall be approved or disapproved in the manner prescribed in Chapter [23.28](#).

**DECISION – SHORT PLAT:      CONDITIONALLY APPROVED**

**CONDITIONS – SHORT PLAT:**

**Conditions of Approval Prior to Recording**

The owner(s) and/or responsible party(s) shall:

1. Have final recording documents prepared by or under the supervision of a Washington State licensed land surveyor. Each unit lot, parcel or tract created by the short subdivision (unit subdivision) shall be surveyed in accordance with appropriate State statutes. The property corners set shall be identified on the plat and encroachments such as side setback easements, fences or structures shall be shown. All structures related to building permit number 739172 shall be shown on the face of the plat, and their distances to the property lines dimensioned. Lot areas shall be shown on the plat.
2. Add the conditions of approval to the face of the plat, or on an additional page if needed. If the conditions are on a separate page, insert on the plat:

*“For conditions of approval after recording, see Page \_\_\_\_ of \_\_\_\_.”* (If necessary, renumber the pages).

3. Outline on the face of the short plat: the legal descriptions for the existing and proposed lots; the location of the existing utility lines on the face of the plat; all ingress and egress and utilities easements. If a utility easement is required by Seattle City Light, then the easement in its entirety (typically referred to as “Easement A”) shall be shown on the face of the plat.
4. Remove private open space easement language for each proposed unit lot on face of plat.
5. Relocate unit lot boundary line shared between Unit Lots 3 and 4 to avoid surface parking stalls and/or revise parking easement language.
6. Provide a notation on the face of the short plat to read as follows:  
  
“The lots created by this unit subdivision are not separate buildable lots. Additional development on these unit lots in this unit subdivision may be limited as a result of the application of development standards to their parent lot pursuant to applicable provisions of the Seattle Land Use Code, Chapter 23 of the Seattle Municipal Code.”
7. Submit the final recording forms and fee.

After Recording and Prior to Issuance of future Building Permit

The owner(s) and/or responsible party(s) shall:

8. Attach a copy of the recorded short plat to all building permit plan sets.
9. Submit a standard drainage control plan for all of the unit lots.

Conditions of Approval Prior to the Individual Transfer or Sale of Lots

Prior to the individual transfer or sale of any one of the lots, the owner(s) and/or responsible party(s) shall:

10. Comply with the requirements outlined in the Water Availability Certificate (WAC #2004-0741).
11. Ensure that private use and maintenance agreements for all ingress/egress and utility easements are created.
12. Ensure that any owner(s) and/or responsible party(s) is/are made aware of the joint use and maintenance responsibilities associated with “common” or shared property/structural features, including common walls.

Signature: (signature on file) Date: December 16, 2004  
Bradley Wilburn, Land Use Planner  
Department of Planning and Development  
Land Use Services